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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 31 July 1956

FROM : Chief, Visual Aids Staff

SUBJECT: Weekly Activities Report
25 July through 31 July 1956

1. PROGRESS ON MAJOR TRAINING AIDS

A. Intelligence B.3

1. One chart of Machine Division in progress

B. Intelligence B.10

1. Five of ten cartoon posters for classroom use have been completed and delivered

C. Language and External Training

1. Twelve name plates for use in lectures are in progress
2. Three maps of the Middle East are in progress
3. Duplication of color slides in progress

D. Cable Secretariat

1. Spot illustrations for revised handbook sent to customer--awaiting information on handbook layout

E. Office of Security

1. Seven charts 90% completed

25 YEAR RE-REVIEW

2. TRAINING AIDS COMPLETED DURING WEEK

A. Operations O.10

1. Two FI organization charts
2. Seventy-three name plates for use in lectures

B. Language and External Training

1. One sign for use on door

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C. Intelligence I.7

1. Two films developed for Reading Improvement

D. A & E

1. Fifty-six titles to be reproduced completed

3. ITEMS OF ADMINISTRATIVE INTEREST

1. Mr. , acting chief, is on the first week of a two-week vacation leave. 25X1

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